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Safety

**OPERATIONAL RISK MANAGEMENT
TRAINING**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFPD 91-2, *Safety Programs*. The purpose of this instruction is to list procedures for Operational Risk Management (ORM) training requirements for 440 Airlift Wing (AW) and 440 Medical Squadron (MDS) personnel. This training is required to be in compliance with existing Air Force Instructions. This instruction is advisory for 440 Operations Group, 440 Logistics Group, and 440 Support Group personnel.

1. Operational Risk Management Program Description :

- 1.1. Definition. ORM is a logic based common sense approach to making calculated decisions of human, material, and environmental factors before, during, and after Air Force operations.
- 1.2. Purpose. Provides commanders, functional managers, and supervisors the opportunity to maximize operational capabilities while minimizing risks by applying a simple, systematic process appropriate for all personnel and Air Force functions.
- 1.3. Scope. It will enhance mission effectiveness at all levels, while preserving assets and safeguarding health and welfare.

2. Program Goals and Objectives :

- 2.1. Integrate ORM into 440 AW activities and planning at all levels.
- 2.2. Execute missions and tasks using the ORM process.
- 2.3. ORM Objectives:
 - 2.3.1. Accept no unnecessary risks.
 - 2.3.2. Make risk decisions at the appropriate level to establish clear accountability.
 - 2.3.3. Accept risk when benefits outweigh the costs.

3. Initial ORM Training Requirements :

3.1. Initial ORM training may be accomplished by:

- 3.1.1. Complete ORM Computer Based Training (CBT), available through the 440 AW Local Access Network (LAN).
- 3.1.2. Attend initial ORM awareness training, OPR 440 AW Safety, or its equivalent.
- 3.1.3. 440 AW and 440 MDS personnel should receive initial ORM Awareness training on or before 1 October 1998.
- 3.1.4. All newly assigned personnel need to receive training ASAP after assignment.
- 3.1.5. Training to be documented on AF Form 55, **Employee Safety and Health Record**.
- 3.1.6. For aircrew, training needs to be documented in AFORMS/ADOTS.

4. Mission/Workplace ORM Training Requirements . Mission/workplace ORM training may be accomplished by:

- 4.1. ORM Applications Course, AR00097.
- 4.2. Mission/Workplace training, OPR 440 AW/SE, or it's equivalent.
- 4.3. 440 AW Headquarters and 440 MDS personnel need to receive Mission/workplace training on or before 1 October 1999.
- 4.4. All newly assigned personnel need to receive like training ASAP after assignment.
- 4.5. Training to be documented on AF Form 55.
- 4.6. For aircrew, training will be included in every initial qualification, requalification, and upgrade lesson plan.

5. Program Implementation :

- 5.1. Unit or group ORM programs may use Air Force, Air Force Reserve Command, Air Material Command or locally generated forms and visual aides in the daily implementation of their specific ORM programs.
- 5.2. In lieu of any other more detailed visual aid or form, 440 AW staff and 440 MDS personnel may utilize 440 AW Form 214a, **Employee Operational Risk Management Chart** as an integral part of their ORM program.

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